



Shaftesbury Town Council

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To: Members of Shaftesbury Town Council's

General Management Committee,

Councillors: Taylor (Chair), Perkins (Vice-Chair), Austin, Brown, Hall, Jackson, Proctor

All other recipients for information only.

You are required to attend a meeting of the Committee

to be held at 7.00pm on Tuesday 28th March 2017 in the Council Chamber, Shaftesbury Town Hall

For the transaction of the business shown on the agenda below.

Claire Commons

Interim Deputy Town Clerk

Members are reminded of their duty under the Code of Conduct

Public Participation

The Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.

Members of the public and Councillors are entitled to make audio or visual recordings of the meeting provided it does not cause disruption or impede the transaction of business. Out of courtesy to those present, the Council requests that intention to record proceedings is brought to the Chairman's attention prior to the start of the meeting.

Agenda Item
01. Apologies To receive and consider for acceptance, apologies for absence
02. Declarations of Interest and Dispensations Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2012. The Clerk will report any dispensation requests received.
03. Minutes To confirm as a correct record, the minutes of the previous meeting of the Committee held on 21 st February 2017.

Agenda Item		
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To consider Community Engagement with Shaftesbury Primary School		
		Report 0317GEM04
05. Payments		p4
To consider payments for authorisation.		
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To renew the lease for Enmore Green Playing Fields		
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		Report 0317GEM09
10. Public Toilet Handwash maintenance		p14
To consider maintenance contract for the Public Toilet Handwash units.		
		Report 0317GEM10
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To consider planning a civic event to celebrate the centenary of Castle Hill Green being given to the Town.		
		Report 0317GEM11
12. National Memorial to the County Infantry Regiments of Devon and Dorset		p18
To consider a request for support for a National Memorial		
		Report 0317GEM12
13. Westminster Memorial Hospital Sub-Committee		p19
To consider changing the Westminster Memorial Hospital Working Group to a sub-committee.		
		Report 0317GEM13
14. Officer Report and Future Meetings of the Committee		p21
To receive any correspondence and updates relating to the work of the Committee, to confirm the date of the next meeting and to identify matters for inclusion on the agenda.		
		Report 0317GEM14

(End)

**Report 0317GEM04 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 28th March 2017 in the Council
Chamber, Shaftesbury Town Hall**

Community Engagement

1. Purpose of Report

To consider Community Engagement with Shaftesbury Primary School

2. Recommendation

- 2.1. That the Council considers Shaftesbury Primary School's 'Inspire Mindset' when considering its Strategic Plan.

3. Background

- 3.1. The Town Clerk has met with Shaftesbury Primary School to discuss improved working between the two organisations. The culmination of that discussion was to inform the Town Council of the school's 'Inspire Mindset' and the aspiration to extend that into the community.
- 3.2. The Head Teacher will be attending the meeting to speak to the Committee in more detail. The Committee is then invited to consider whether there is scope within the strategic plan to incorporate the 'mantra' from the local schools into its Strategic Plan.

4. Financial Implications

- 4.1. There is no financial implication arising from this report.

(End)

Report Author:
Claire Commons
Town Clerk

**.Report 0317GEM05 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 28th March 2017 in the Council
Chamber, Shaftesbury Town Hall**

Payments

1. Purpose of Report

To consider payments for authorisation.

2. Recommendation

- 2.1. That the Committee approves the payments totalling £18,256.72 from the Town Council's current account as detailed in Appendix A.

3. Background

- 3.1. A detailed list of payments for authorisation is provided at **Appendix A**. An update may be provided to the Committee prior to or at the meeting.

4. Financial Implications

- 4.1. Financial Regulation 5.2 requires the RFO to prepare a schedule of payments requiring authorisation to be presented to the council or finance committee. Personal payments (including salaries, wages, expenses and any payment made in relation to the termination of contract of employment) may be summarised to remove public access to any personal information.

(End)

Report Author:
Claire Commons
Town Clerk

Appendix A.

Printed on : 22/03/2017

Shaftesbury Town Council

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At : 13:18

NatWest Current A/c

List of Payments made between 08/03/2017 and 28/03/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/03/2017	Nat West Credit Card	D/D	48.00		To clear credit card balance
08/03/2017	British Gas	012949	53.64		Electric Feb Unit 9C
09/03/2017	Direct365	OTR	125.64	R63	Hair Dryer
09/03/2017	Pool Market	otr	2,499.00		Commercial Pool Cleaner
09/03/2017	Plumbware .co.uk	OTR.	496.80		2 x Showers and taps
10/03/2017	Excel Hygiene	otr.	1,245.60	R63	Hand Drier
13/03/2017	Barnard and Westwood	Otr	383.53	FC13	Condolence folder and sheet
13/03/2017	Proaudio Centre Ltd	O.T.R	657.00	R63	Cable and mix amp
14/03/2017	Fuel Genie	dd	160.00		Fuel for vans February
14/03/2017	Toogoods Prperty Co Ltd	012941	2,175.00		469/3474/Toogoods Prperty Co L
15/03/2017	DCC Pension Fund	ONLINE	3,160.89		DCC Pension Fund- Feb Salaries
16/03/2017	HMRC Tax/Ni Feb	OTR	2,622.53		HMRC Tax/Ni Feb
16/03/2017	Sage Uk Ltd	dd	67.20		Sage Payroll monthly subscript
21/03/2017	Telefonica Uk Ltd	dd	68.40		Mobiles-Grounds
28/03/2017	Wessex Grounds Services	012942	940.80		Pond clearance Enmore Green
28/03/2017	Clarity Copiers Ltd	012943	159.98		Printing Febrauary
28/03/2017	Aqua cleaning Services	012944	128.16		Replace damaged dispensers
28/03/2017	Angel Springs Ltd	012945	30.43		Water Cooler sanitisation
28/03/2017	NDDC	012946	20.00		Mayor's Charity Lottery Licens
28/03/2017	The IT Department Solutions Lt	012948	132.48		Microsoft 365 subs
28/03/2017	Rutters Solicitors	012950	203.00		Land Registry Swimming Pool
28/03/2017	Sydenhams	012951	9.00		Return of pallet
28/03/2017	Travis Perkins	012952	39.24		Bolts
28/03/2017	Wessex Fire & Security Limited	012953	73.20		Call out to investigate fault
28/03/2017	Mole Countrystores	012954	28.61		Wire, connector repair to fenc
28/03/2017	British Gas	012955	74.59		Elec 10/02 to 13/03
28/03/2017	Shaw & Sons Ltd	012956	144.00		Declaration of Acceptance Book
28/03/2017	Society of Local Council Clerk	012957	2,170.00	HR38	Community Governance -TC
28/03/2017	Shaftesbury & District Chamber	012958	150.00	FC124	Bags- SaveOurBeds FC124
Total Payments			<u>18,066.72</u>		

Due to an administrative error, the following cheque has been omitted from the payment list;

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorisation Ref</u>	<u>Transaction Detail</u>
28/03/2017	Ben Johnson	012947	190.00		New Hedgecutter

Revised Total Payments £18,256.72

**Report 0317GEM06 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 28th March 2017 in the Council
Chamber, Shaftesbury Town Hall**

Responsible Finance Officer Report

1. Purpose of Report

To provide members with the anticipated end of year position.

2. Recommendation

2.1. That the report be received and noted and any earmarked reserves resolved.

3. Background

3.1. The Council should resolve any earmarked reserves to be carried forward to the next financial year.

3.2. Any underspend at the end of the financial year which has not been earmarked will be returned to General Reserves.

4. Anticipated Budgetary Position year ending 31st March 2017

4.1. Initial indications are that the Town Council will be within budget for the current financial year.

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
<u>Personnel</u>							
Expenditure	226,185	196,747	266,916	70,169	0	70,169	73.7 %
Income	9,956	10,055	10,055	0			100.0 %
Net Expenditure over Income	216,229	186,692	256,861	70,169			
<u>General Management</u>							
Expenditure	113,887	90,778	100,680	9,902	736	9,166	90.9 %
Income	453,468	465,818	446,936	18,882			104.2 %
Net Expenditure over Income	-339,581	-375,040	-346,256	28,784			
<u>ROSE</u>							
Expenditure	69,311	106,536	121,036	14,500	2,433	12,067	90.0 %
Income	71,431	87,017	77,141	9,876			112.8 %
Net Expenditure over Income	-2,119	19,519	43,895	24,376			
<u>Reserves & Projects</u>							
Expenditure	80,387	79,059	263,813	184,754	1,945	182,809	30.7 %
Income	31,051	6,153	0	6,153			0.0 %
Net Expenditure over Income	49,336	72,906	263,813	190,907			
<u>INCOME - EXPENDITURE TOTALS</u>							
Expenditure	489,771	473,120	752,445	279,325	5,114	274,211	63.6 %
Income	565,905	569,043	534,132	34,911			106.5 %
Net Expenditure over Income	-76,135	-95,923	218,313	314,236			

- 4.2. A detailed budget report will be made available to members with the year-end papers following the internal audit however, members are asked to note the following:
- 4.2.1. The wages budget will be approximately 75% spent due to running two members of staff short for most the year.
- 4.2.2. The General Management budget overall is anticipated to balance despite the double by-election, this is due to an underspend on the professional fees element of the budget.
- 4.2.3. The Recreation and Open Spaces budget is balanced, increased income has been achieved through improved systems and management of the services, there has been a decrease in the income from hall hire due to some hirers the Council absorbing the VAT charge.
- 4.3. The Committee has within its budget, capital reserves and projects. The Committee should resolve which funds are to be earmarked for the forthcoming financial year and which are to be returned to General Reserves. Using the key **c/f** to carry forward funds and **g/r** to return funds to general reserves the RFO has made the following recommendations. Where no recommendation has been made, the Committee must identify a clear project and parameters to justify carrying funds forward.

	Actual Last Year	Actual Year to Date	Current Annual Budget	Variance Annual Total	C'mitted Ex'diture	Funds Available	% of Budget	Rec
Community Hall	0	0	3,000	3,000		3,000	0%	c/f
Cockrams								
Toilets	0	0	21,500	21,500		21,500	0%	c/f
Playground Equipment	17,999	31,770	36,987	5,217	250	4,967	87%	c/f
Grounds Equipment	2,762	3,589	5,000	1,411		1,411	72%	
Street Furniture	1,324	5,979	16,826	10,847		10,847	36%	c/f
Replacement railings at Jubilee Steps								
Energy System Town Hall	0	0	5,000	5,000		5,000	0%	c/f
Town Centre Enhancement	802	0	9,198	9,198		9,198	0%	g/r
Move £700 to Grounds Equipment to purchase a chipper trailer for the tractor, remaining funds to GR								
Ground Cover	290	2,110	3,810	1,700		1,700	55%	c/f
Planting								
Cycle Route	0	0	11,500	11,500		11,500	0%	c/f
Town Entrance	1,295	0	2,705	2,705		2,705	0%	
Swimming Pool	36,829	17,864	30,755	12,891	1,695	11,196	64%	c/f
Vehicles	16,400	0	10,000	10,000		10,000	0%	c/f
Earmark for 4282 Hitachi Mower payments, next year's funds identified for replacement van								
Grit Bins	941	0	0	0		0	0%	
Heritage Lanterns	0	0	10,000	10,000		10,000	0%	
Toilet Improvements	0	0	3,000	3,000		3,000	0%	
Merge this line with the other Toilet budget								
Tree Planting	755	387	2,745	2,358		2,358	14%	
Tree Removal	990	595	1,510	915		915	39%	g/r
Replacement IT Equipment	0	2,345	2,500	155		155	94%	g/r
Cemetery Improvements	0	7,496	9,800	2,304		2,304	77%	c/f

Jubilee Steps Enhancement	0	2,600	8,000	5,400		5,400	33%	c/f
Swimming Pool Running costs	0	0	12,967	12,967		12,967	0%	c/f
Neighbourhood Planning Group	0	4,325	13,010	8,685		8,685	33%	c/f
Town Hall Building Fund	0	0	35,000	35,000		35,000	0%	c/f
Gold Hill Wall	0	0	5,000	5,000		5,000	0%	g/r
CCTV	0	0	4,000	4,000		4,000	0%	c/f

(End)

Report Author:
 Claire Commons
 Town Clerk

**Report 0317GEM to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 28th March 2017 in the Council
Chamber, Shaftesbury Town Hall**

Planning and Tree Applications

1. Purpose of Report

To consider responses to Planning and Tree Applications

2. Recommendation

- 2.1. That the Committee provides its observations on the below mentioned planning applications.
- 2.2. That the Committee provides its observations on the below mentioned tree applications.

3. Background

- 3.1. The closing date of comments on the applications being considered, is prior to the date of the next Planning and Highways Committee.
- 3.2. Shaftesbury Town Council is provided with the opportunity to make observations on planning applications within its parish boundary as a statutory consultee. These observations are reported back to the planning authority in order that it can make an informed decision when determining the applications.
- 3.3. Members are asked to consider for each application shown at **Appendix F**, whether they support the application or object to it. Consideration should be given to matters relating to planning law and also to local knowledge. More guidance on how to comment on planning applications can be found at <http://www.planninghelp.org.uk/improve-where-you-live/how-to-comment-on-a-planning-application>. Applications can be viewed online at <http://planning.nort-dorset.gov.uk/online-applications/>.
- 3.4. Shaftesbury Town Council is not a statutory consultee for tree applications but is provided the opportunity to make observations on tree applications within its parish boundary. These observations are reported back to North Dorset District Council in order that it can make an informed decision when determining the applications.
- 3.5. Applications for consideration are attached at **Appendix B**, including comments as received from the Tree Group.
- 3.6. Tree applications can be viewed online at <http://planning.north-dorset.gov.uk/online-applications/>.
- 3.7. Representations from the Shaftesbury Open Spaces Group and the Shaftesbury Tree Group will be invited.

(End)

Report Author:
Barbara Carter
Project Officer

Appendix B.

Planning Applications:

To include but not be limited to:

[2/2017/0272/HOUSE – 19 Layton Lane, Shaftesbury SP7 8EY](#)

Erect single storey orangery and erect single storey extension on potting shed (demolish existing conservatory).

Applicant: Mr & Mrs Langley

Agent: Town & Country Planning Services

[2/2017/0273/LBC – 19 Layton Lane, Shaftesbury SP7 8EY](#)

Demolish existing conservatory and erect single storey orangery and single storey extension to potting shed. Install external flue and carry out internal and external alterations in association to this.

Applicant: Mr & Mrs Langley

Agent: Town & Country Planning Services

[2/2017/0350/VARIA – 12-14 Coppice Street, Shaftesbury SP7 8PD](#)

Variation of Condition No. 2 of Planning Permission No. 2/2016/0726/VARIA for revised parking and sub-station layout and updated levels details.

Applicant: Churchill Retirement Living

Tree Applications:

[2/2017/0433/CATREE – 1 Victoria Mews, Shaftesbury SP7 8EW](#)

T1 - Silver Birch - Remove and replant

[2/2017/0438/CATREE – Cottage Green, St James Street, Shaftesbury SP7 8HL](#)

T1,T2,T3 - Fir Trees - Fell - Tree Management. (In the recent high winds, one of the stems failed, narrowly missing the neighbour's car).

Note: Agent advised that these trees were

[2/2017/0454/CATREE – Meadow Sweet, Breach Lane, Shaftesbury SP7 8LF](#)

T1 - Goat willow - Reduce the height by 2-3m in all directions.

T2 - Tibetan Cherry - Fell. This tree is in very poor health as it has been suppressed by companion trees.

T3 - Hawthorn - Fell.

Replace felled trees with new laurel plants to extend the existing mature hedgerow.

[2/2017/0462/CATREE – Bell Street Car Park alongside Coach Drop Off Zone, Bell Street, Shaftesbury SP7 8AR](#)

T1 - Oak - Crown lift by 5.2m, to reduce the end weight of side laterals branches which will effectively result in a lift over the road. Works proposed due to branches coming into contact with Double Decker buses parking in the adjacent drop off zone.

[2/2017/0471/CATREE – Hillside, Hawkesdene Lane, Shaftesbury SP7 8EX](#)

L1 – Line of 11x Beech Trees – Remove overhanging branches back to suitable growth points – no more than 50% off length of branches.

[2/2017/0496/CATREE – 1 Well Lane, Shaftesbury SP7 8LP](#)

T1 - Monterey cypress - Fell

T2 - Hazel - Fell

T3 - Monterey cypress - Fell

T4 - Box - Reduce in height by 1-1.5m to maintain as shrub in future years.

[2/2017/0498/CATREE - Land To Rear Of The Knoll And Box House, Bleke Street, Shaftesbury SP7 8AH](#)

G1 - Sycamore trees - (in four separate areas on sketch plan) – Reduce height by 3-4m to re-shape canopies. Remove deadwood (exempt from council approval). Reduce canopies which overhang highway below 5.2m. Replace lost areas with Hornbeam or similar native species.

Reasons - To prevent trees becoming too big as they are rooted into steep bank and leaning over the highway (B3081).

To make safe the trees.

To improve health as some trees have split or showing signs of canker.

Reduce risk of bank collapse and subsidence or land slide onto highway.

Reduce canopies which overhang highway below 5.2m.

To improve aesthetics of the piece of land with regular maintenance.

**Report 0317GEM08 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 28th March 2017 in the Council
Chamber, Shaftesbury Town Hall**

Enmore Green Playing Field Lease

1. Purpose of Report

To renew the lease for Enmore Green Playing Fields

2. Recommendation

2.1. That the lease for Enmore Green Playing Fields be renewed.

3. Background

3.1. The lease for the Enmore Green Playing Fields expired on 10th June 2016 and is therefore overdue for consideration of renewal.

3.2. The Friends of the Enmore Green Playing Fields have been approached and they have not identified any changes that they would like to see in the lease.

3.3. A covenant has come to light which limits access to foot access only and therefore this needs to be included within the detail of the lease. A copy of the expired lease has been circulated by email on 21st March 2017.

4. Financial Implications

4.1. A peppercorn rent has been identified in the current lease. A nominal amount will be payable for drawing up a renewal of the lease. Alternative legal arrangements may incur additional costs.

5. Legal Implications

5.1. The Council should enter into a formal agreement with any organisation taking responsibility for any part of the Town Council's assets.

(End)

Report Author:
Claire Commons
Town Clerk

**Report 0317GEM09 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 28th March 2017 in the Council
Chamber, Shaftesbury Town Hall**

Civic Attire

1. Purpose of Report

To consider the purchase of civic attire.

2. Recommendation

- 2.1. That the Committee purchases councillor robes for use on civic and ceremonial occasions.
- 2.2. That the Committee considers budgetary provision for 2018/19 additional replacement civic attire.

3. Background

- 3.1. The Council has a magnificent history dating back to 1313. The Councillors have always worn black gowns and bicorns for civic and ceremonial events until recent history when unofficial accounts tell of 'disposal' of the robes and other civic items.
- 3.2. Within the loses were the clerk's wig, the councillor robes and bicorns and the mayor's bicorn. The Committee is asked to consider the purchase of some replacement garments as outlined below.
- 3.3. In 2011, the Deputy Mayor supported the wearing of Councillor robes and all members agreed to purchase their own robes thereby not incurring a cost to the public purse. In doing so, the Council set a new precedent of not providing the robes for use by members.
- 3.4. The Committee is asked to re-consider its position in regards to robes and re-establish the tradition of providing robes for civic and ceremonial purposes.
- 3.5. The traditional headwear for female mayors is a tricorn which was not 'lost' in recent history, the traditional headwear for male mayors is a bicorn which the Council currently does not have. The Committee may wish to consider making a recommendation to the budget for 2018/19 for replacement civic attire limited to solely a mayors bicorn or extending to councillor bicorns and clerk's wig.

4. Financial Implications

4.1. Civic Budget	£1,000
Town Crier (invoice awaited)	£300
8 black councillor gowns at £50 each	£400
Budget remaining	<u>£300</u>

(End)

Report Author:
Claire Commons
Town Clerk

**Report 0317GEM10 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 28th March 2017 in the Council
Chamber, Shaftesbury Town Hall**

Public Toilet Handwash maintenance

1. Purpose of Report

To consider maintenance contract for the Public Toilet Handwash units.

2. Recommendation

- 2.1. That the Committee resolves to continue with a Service Contract with the manufacturer of the four handwasher/driers in the Bell Street Public Toilets, for a further period of one year to take effect from 1st April 2017.

3. Background

- 3.1. A Service Contract on the four handwasher/driers in Bell Street Public Toilets was agreed by ROSE Committee on 2nd February 2016 for a period of one year.
- 3.2. The contract is due for renewal, with an annual cost of £240 per unit equating to £960 +VAT for the four units. The cost for 2016/17 was £896 +VAT.
- 3.3. The cost of a one-off repair, with no contract in place, is £312 +VAT.
- 3.4. The Council is restricted to the supplier/manufacturer for the provision of a Service Contract.

4. Financial Implications

- 4.1. The cost of a one year Service contract has been included in the 2017/18 budget allocations.

(End)

Report Author:
Barbara Carter
Project Officer

**Report 0317GEM to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 28th March 2017 in the Council
Chamber, Shaftesbury Town Hall**

Civic Event – 100 years at Castle Hill Green

1. Purpose of Report

To consider planning a civic event to celebrate the centenary of Castle Hill Green being given to the Town.

2. Recommendation

- 2.1. That the Council works with Shaftesbury Open Spaces Group for a series of events celebrating the Centenary of Castle Hill Green being gifted to the Town.

3. Background

- 3.1. In 1918 Lord Stalbridge sold a large portion of the town, which was purchased by a syndicate and auctioned piece by piece over three days¹
- 3.2. The Shaftesbury Open Spaces Group have been carrying out research into the history of Castle Hill Green and those findings and recommendation for celebratory events are shown at **Appendix C**.
- 3.3. The Town Clerk is looking into the possibility of registering Castle Hill Green as a Town Green and a report will be provided for consideration at a future meeting of the Committee.

4. Financial Implications

- 4.1. To be met from the Civic Allowance budget for 2017/18

(End)

Report Author:
Claire Commons
Town Clerk

¹ Alan J Miller (March 2008). "[The fall of the House of Stalbridge](#)". *Dorset Life Magazine*. Retrieved 19 May 2015.

Appendix C.

Castle Green Celebrations 2018

I was hoping to supply you with this information before now, but Matthew has been doing some research with the Gold Hill Museum and History Centre in Dorchester this week to try to find out more about the timing of the gift of Castle Green to the town. As you will see it is quite complicated! We can argue that celebrations could be held in 2018 because:

“1918 was not only the year when all of Castle Hill (both the mound, and the green) came within a hair’s-breadth of being lost to the town, after its initial sale by Lord Stalbridge to a developer. It was also the year when this splendid site was saved: two Shaftesbury mayors, with a third colleague, personally bought it back. They ensured the Council could continue leasing it, and in due course gifted it to the townspeople for ever.”

Shaftesbury Open Spaces Group propose that the town marks/commemorates this generous donation with a celebration marking 100 years of community uses of Castle Green.

This could take a number of forms/activities on The Green:

a community picnic

dog show

kite flying

falconry display and talk

specially commissioned music

theatrical re-enactment/interpretation of the handing over of such an important piece of land of strategic, archaeological and historical importance.

A talk by Kate Ashbrook of the national group, the Open Spaces Society, would reinforce the importance of looking after the Green for present and future Shastonians to enjoy. This could be combined with talks involving Gold Hill Museum, Shaftesbury & District Archaeological Group and The Shaftesbury & District Historical Society.

Logistics:

1. SOSG should like to:

- explore ideas and possibilities with a few key people in the town
- help form an organising group
- agree a date in the calendar for 2018 or another year

2. Draw up a working budget and identify sources of funding.

Report back to GEM.

Background information researched by SDHS members, including Gold Hill Museum librarian:

Background: before the 1918 sale, the Borough Council (BC) was leasing Castle Hill from Lord Stalbridge; in 1914, the BC had fenced off an area for general recreation [ie the Green] and was letting the rest for grazing. As we know, in Sept 1918 Lord Stalbridge sold his town properties (as a single “block”) to a developer, but Borley (ex mayor), Harris (then mayor) &

Viney immediately bought that block from the developer, and proposed to auction off individual properties to the existing tenant of each property. The auction of most of the properties to existing tenants duly went ahead in May 1919.

Details

1919 March: Borough Council (BC) asked auctioneers acting for Borley/ Harris /Viney for a price for several properties (e.g. fire station), evidently hoping to buy them before the auction. This list included Castle Hill, but the auctioneers proposed (minute of 19/3) "Castle Hill: some 2 or 3 acres at bottom towards Breach to be cut off & rest let to Corporation at full present rent."

April: proposal to sell Green to BC for "workmen's dwellings" if BC take a lease of rest of Castle Hill for 50 years at present rental of £40 a yea. BC agreed to ask Housing Commissioner to approve site for housing; but in May, this offer to the BC was withdrawn.

May: Western Gazette reported a public meeting where it was announced that "With regard to Castle Hill, arrangements had been made whereby one of the members of the Development Syndicate had decided to take it in his own name and leave it to the Corporation on practically the same terms on which they had held it before, so that for all time the spot would remain as a wonderful view point. (Applause.) With regard to the Park, the syndicate had decided to give it to the Town Council of Shaftesbury. (Applause.) The Mayor (Alderman John Norton), on behalf of the Corporation and burgesses, thanked the vendors for their splendid gift. (Applause.)"

1919-20 BC Estimates show a list of tenancies, including Castle Hill, yearly, £40 (i.e. paid to the syndicate).

1920-23 approval given by Syndicate's representative for BC to make a cinder path, but syndicate do not offer a permanent right of way. Tenant who had grazing rights ended his lease in 1923.

1923 March: syndicate propose to rent to BC, for £12-plus per annum, the enclosure only. BC accept.

1924 August: letter offers right to public use [ie not public ownership of] entrenchments at end of CH (ie the Mound) in perpetuity as open space; as a condition, asks BC to surrender "any part of" enclosure (ie the Green) for building sites, except one third of width of enclosure that would not be built on; BC agrees (on a split vote). November BC minute: "Dr Harris has executed and handed over the gift of the entrenchments & strip of land on brow of hill & Mayor sealed the counterpart".

1925 June: minute records that Borley/ Harris/ Viney offered gift of CH enclosure without restrictions; accepted unanimously, Clerk to write thanking donors. BC writes to central Government to seek Ministerial permission to accept this gift, as BC has only limited powers to accept gifts.

1926 February: Borley presented deed of gift of enclosure.

[ends]

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**Report 0317GEM12 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 28th March 2017 in the Council
Chamber, Shaftesbury Town Hall**

National Memorial to the County Infantry Regiments of Devon and Dorset

1. Purpose of Report

To consider a request for support for a National Memorial

Report to follow

**Report 0317GEM13 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 28th March 2017 in the Council
Chamber, Shaftesbury Town Hall**

Westminster Memorial Hospital Sub-Committee

1. Purpose of Report

To consider changing the Westminster Memorial Hospital Working Group to a sub-committee.

2. Recommendation

- 2.1. That the Shaftesbury Town Council WMH Working Group be changed to a sub-committee.

3. Background

- 3.1. The Town Council's WMH Working Group has carried out a substantial amount of work in supporting the campaign to retain the beds at the Westminster Memorial Hospital.
- 3.2. At its meeting on 7th March 2017, it was resolved that Shaftesbury Town Council's Westminster Memorial Hospital Working Group (known as the WMH Working Group) continue in order to maintain its position of keeping the status quo of the hospital, to resist anything except expansion of the hospital, to analyse responses from the CCG and to maintain the line of communication between users and the CCG
- 3.3. The benefit of a working group is that it is freer to discuss matters informally and can therefore progress matters quickly, it does not necessarily have a chairman or terms of reference although it should have a remit provided to it by the Council. The drawback is that it may not make decisions and take action on behalf of the Council and must rely on reporting to Council for decision and actions to be taken.
- 3.4. The benefit of a sub-committee is that it can have delegated authority to act on behalf of the Council and the level of that delegation is determined at the outset by the Council. A sub-committee must have terms of reference and a chairman and must allow members of the public to be present to observe its meetings (subject to normal confidentiality rules). An agenda must be issued 3 clear days prior to a meeting, the committee should be served by an officer of the council and minutes produced. Non-Councillor members of a sub-committee do not have voting rights.
- 3.5. The WMH working group has been running a combination of the two, not benefitting from delegated authority but still operating under terms of reference, led by a chairman and supported by an officer of the Council. It is understood that there have been frustrations when the group has not been able to move as quickly as it wished on matters such as sending letters to the CCG.
- 3.6. Non-councillor members may be appointed to a sub-committee because they can offer specialist knowledge, expertise or enthusiasm in the work of the sub-committee or because they represent sections of the local community that are relevant to the work of the sub-committee.
- 3.7. The Committee is asked to consider identifying the resources it wishes to give to the work of the WMH working group or sub-committee. The Council has provided, at times, in

excess of 10 hours per week of officer support in addition to accommodation for meetings and funding up to £2,000. It was originally anticipated that this would stop at the end of February 2017. With the continuation of the group until at least September, the officer commitment for March has been between 4 and 6 hours per week and anticipated to continue at approximately 3 hours per week.

4. Financial Implications

- 4.1. There is no expenditure identified in the report, however the financial implication of officer time and hospitality is a cost to the Council of £29 per hour

(End)

Report Author:
Claire Commons
Town Clerk

**Report 0317GEM14 to a Meeting of Shaftesbury Town Council's
General Management Committee,
to be held at 7.00pm on Tuesday 28th March 2017 in the Council
Chamber, Shaftesbury Town Hall**

Officer Report and Future Meetings of the Committee

1. Purpose of Report

To receive any correspondence and updates relating to the work of the Committee, to confirm the date of the next meeting and to identify matters for inclusion on the agenda.

2. Recommendation

2.1. That the Committee notes the report and the date of its next meeting.

2.2. That the Committee identifies matters for inclusion on its next agenda(s).

3. Date of next meeting and items for inclusion on future agendas

3.1. The next scheduled meeting of the Committee is 2nd May 2017.

3.2. Statutory business matters and the emerging Strategic Plan identify the primary items for inclusion on the forthcoming Committee agendas. Any additional items requested by members should be clearly outlined to establish the decision which the Committee is asked to consider. It may be that informal discussion or research is required before such a matter is brought forward for decision.

4. Financial Implications

There are no financial implications arising from this report

(End)

Report Author:
Claire Commons
Town Clerk